

# **HARDY COUNTY EMERGENCY AMBULANCE AUTHORITY**

## **WEDNESDAY, MAY 13, 2020 MEETING NOTICE**

THE HARDY COUNTY EMERGENCY AMBULANCE AUTHORITY WILL HOLD A MEETING ON **WEDNESDAY, MAY 13, 2020 AT THE HARDY COUNTY 9-1-1 CENTER, MOOREFIELD, WV, AT 6:30 P.M.** THE MEETING WILL BE THE BUSINESS MEETING AND WILL BE OPEN TO ALL MEMBERS OF THE PUBLIC. A QUORUM OF THE HARDY COUNTY EMERGENCY AMBULANCE AUTHORITY BOARD IS SCHEDULED TO MEET AND MAKE DECISIONS AND TAKE OFFICIAL ACTION ON MATTERS SCHEDULED ON THE MEETING AGENDA

WE WILL MEET IN THE LARGE ROOM ACROSS FROM MY OFFICE SECTION IN ORDER TO DO THE SAFE DISTANCING FOR EVERYONE THAT WISHES TO ATTEND. BASED ON THE SPACE AVAILABLE, WE MAY HAVE TO LIMIT THE NUMBER IN ATTENDANCE.

A COPY OF THE MEETING AGENDA WILL BE AVAILABLE, IN ADVANCE , TO ANY MEMBER OF THE PUBLIC AND/OR NEWS MEDIA AT THE CLERK'S OFFICE, ROOM 111, 204 WASHINGTON STREET, MOOREFIELD, WV 26836 OR BY CONTACTING THE HARDY COUNTY CLERK'S OFFICE AT TELEPHONE NUMBER 304-530-0250.

**HARDY COUNTY EMERGENCY AMBULANCE AUTHORITY  
MEETING DATE WEDNESDAY, MAY 13, 2020  
STARTING AT 6:30 P.M.  
MEETING AT THE HARDY COUNTY 9-1-1 CENTER  
MOOREFIELD, WV**

**AGENDA:**

- CALL TO ORDER/ROLL CALL
- APPROVE MINUTES FROM MARCH MEETING
- TREASURER'S REPORT
- COMMITTEE REPORT-ADVISORY COMMITTEE REPORT

**OLD BUSINESS:**

- BUILDING, EQUIPMENT/VEHICLE
- REPAIRS TO VEHICLES
- FRALEY'S, WARDENSVILLE, HCEAA, 9-1-1 CENTER UPDATES
- TRAINING

**NEW BUSINESS:**

- COUNTY COMMISSION MEETING
  - REVISED BUDGET FOR 2020-21
  - MAKING CO. 8 THIRD DUE FOR MOST EASTERN PART OF THE COUNTY
  - FEE FOR USE OF HCEAA EMT OR MEDIC
  - APPROVAL TO PAY INVOICES
  - 2019 AUDIT REPORT
  - COMMENTS—BOARD MEMBERS AND EMPLOYEES
  - PUBLIC COMMENTS
  - PERSONNEL
- 
- **NEXT MEETING DATE, JUNE 10, 2020 LOCATION TO BE AT THE HARDY COUNTY HCEAA BUILDING, BAKER, WV**

Hardy County Emergency Ambulance Authority  
May 13, 2020

Present: Paul Lewis: President, Tim Thorne: Vice President, Fran Welton, Ron Crites, Harold Michael: Hardy Co. Commission Representative via phone, Derek Alt: HCEAA Executive Director, Nathan Kesner: HCEAA Asst. Director

Absent: Doug Coffman: Secretary, Tim Ramsey: Treasurer

Guest Present: Jean Flanagan with the Moorefield Examiner, Tina Todd.

President Paul Lewis called meeting to order at 6:54pm

**Minutes:**

**Treasurer Report:**

Derek reports as of May 1st, the Checking account has \$2,148.20. The Savings Account has \$201,598.04. Total expenses for the month of April \$73,524.49.

Received \$10,000 from the Cares Act, which needs to be used for supplies.

**Building, Grounds, Equipment/Vehicle**

**Building:** Nothing to Report

**Equipment:** Nothing to Report

**Vehicles:** The old ambulance is gone and will be sent to St. Louis soon.

**Committee Reports:**

**Advisory Committee:** Nothing to Report, has not met due to George Crump being out. Derek states it possibly has disbanded.

**Ambulance Calls:**

Calls for March:	HCEAA	51	Wardensville	33	Fraley's	119
Calls for April:	HCEAA	55	Wardensville	17	Fraley's	91

**Training:** Derek reports, some training's are starting to open back up with limited numbers. They will be following the Covid-19 guidelines.

Paul requested CPR classes for 2 newbies. (Dispatchers)

**Commission Meeting:** Nothing to Report

**2020/21 Revised Budget:**

Derek reports the budget that the board approved in February was sent to the commission and the commission had some concerns regarding the amount we would receive from the fee. Adjusted some line items. We trimmed \$30,000 - \$40,000 off the budget. Paul states they wanted to make sure they had enough money coming in from the billing to match what the expenses were going to be.

Motion made to approve revised budget by Tim Thorne, Ron seconds. Motion carries

**Board/HCEAA Personnel Comments:**

Paul states that Company 8 has been 2<sup>nd</sup> due for far east side part of 259 and part of 55, want to move Company 8 to third due and HCEAA to 2<sup>nd</sup> due. Since HCEAA has been paying for third person on the ambulance, anyhow. Derek states it is lost revenue for the county.

Motion made by Fran to make Company 8 third due, Tim Thorne seconds. Motion carries

Paul brings up for discussion getting a fee for using an HCEAA EMT or Paramedic. Have went through this in the past but have always been talked out of it. Explains currently that Company 1 is taking an ambulance to the scene by 1 person, because they do not have a second person and they are wanting us to fill the ambulance. The ones that they did have are not available now due to illness and other reasons. Derek states, the agreement that was agreed upon one or two years ago, the HCEAA would provide a 3<sup>rd</sup> person which is the driver. The idea is if HCEAA gets on scene first they will handle the call. If Co. 1 got to the scene with a full crew then it is at their discretion, if Co. 1 gets there with a BLS crew and we have an ALS crew and an ALS crew is needed, then it is up to the discretion to our Medic as to whether they transport in their ambulance or the HCEAA ambulance. This is superseded if Co. 1 comes with a Medic, then it is their call. Lately, the trend has been they will respond with an ambulance when it is a dual alert with us and take our 3<sup>rd</sup> person. Which is the way it was set up to be, but they are relying on us to provide that provider and the county is not getting anything in return. They will respond with a chase unit when it is a dual alert with Co. 8. They should be charged for something, they get the mileage, they get the billing, we are paying for this third person. We cannot get them to commit to a schedule and we must staff like Co. 1 will not be available. It is not very cost effective. They may respond to every call, they may get 1 person out or get a whole crew out, but we just don't know.

Fran request that we go back 6 months and look at how much it has cost us on those calls. Paul responds that our person is gone for at least 2 hours. Derek states that it cost at face value of \$15,000.00. Fran suggest we get a break down for a six-month period. Derek states the percentage will change due to the Covid-19 situation.

Motion made to table until the next meeting by Fran, second by Harold. Motion carries.

Paul reports the outside Audit has been completed. They suggested we begin using the accounting software, QuickBooks and the person who is handling the accounting get additional training.

**Approval to pay invoices:**

Motion made for approval to pay invoices by Tim Thorne, Ron seconds. Motion carries.

**Public Comments:**

Jean ask if the board receives a report from the county as to what they are spending from the ambulance fee. Paul states he can obtain that information from the finance office.

Motion to enter Executive Session on Personnel matters by Ron, Fran seconds. Motion carries.

Motion made to increase per hourly income for EMT's, by Fran Welton, Tim Thorne seconds. Motion carries.

Motion made to increase salaries for Executive Director and Assistant Executive Director by Tim Thorne, Fran seconds. Motion carries.

Motion to leave Executive Session by Ron, Tim Thorne seconds. Motion carries.

Motion to adjourn meeting by Ron, second by Tim. Motion carries.

Next meeting, June 10th, 2020 at 6:30pm, location to be at the 911 Center, Freedom Way.

Meeting Minutes prepared by Tina Todd.

